

**BOARD OF HEALTH
RE-ORGANIZATION
MINUTES
January 6, 2021**

This meeting was advertised in The Hunterdon Democrat, notice posted on the Alexandria Township Municipal Office front doors, and the Alexandria Township Website (www.alexandrianj.gov) at least forty-eight (48) hours prior to the meeting as required by the revised Open Public Meetings Act. In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et, seq., and in consideration of Executive Order No. 103, issued by Governor Murphy on March 9 ,2020, declaring a State of Emergency and a Public Health Emergency in the State of New Jersey, Alexandria Township does hereby notify the public that to protect the health, safety and welfare of our citizens while ensuring the continued functioning of government, the meeting of the Alexandria Township Board of Health scheduled January 6, 2021 will be held electronically only.

Members of the public who wish to participate in the meeting may do so by calling 1-978-990-5000 followed by meeting number Access Code: 333891 at 7:30 PM.

Individuals calling into this number will be able to fully participate in the meeting, including providing public comment. *A non-public dial in number will be used if executive session is required.*

Pursuant to DCA regulations, members of the public are permitted to submit written public comments. The Township Board of Health in advance of the remote meeting shall allow public comments to be submitted to the Board Secretary by electronic mail and in written letter form by noon the day of the meeting to clerk@alexandrianj.gov if electronic mail or Township of Alexandria, Attn: Township Clerk, 242 Little York-Mt. Pleasant Road, Milford, NJ 08848 if in written letter as shall be established and posted on the website (www.alexandrianj.gov) in advance of the remote public meeting. Public comments submitted prior to the remote public meeting through electronic or regular mail shall be read aloud and addressed during the remote public meeting in a manner audible to all meeting participants and the public with a time limit of three minutes to be placed on the reading of written comments, which shall be read from their beginning until the time limit is reached.

Meeting Called to Order at 7:53 PM.

ROLL CALL:

PRESENT: Chair Pfefferle, Mayor Plumer, Comm. Kiernan, Twp. Attorney Dragan

ABSENT: None

Chair Pfefferle who was appointed Health Chair during the Township Committee Re-Org meeting by Mayor Plumer made the following appointments:

APPOINT SECRETARY FOR 2021-Michele Bobrowski, Township Clerk

APPOINT ENGINEER FOR 2021-Thomas Decker, PE, PP, CME, Van Cleef Associates

APPOINT ATTORNEY FOR 2021-Sharon Dragan, Esq., Mason, Griffin & Pierson, PC

SET DATE & TIME FOR MEETINGS FOR 2021-2nd Wednesday of each month at 7:30 PM.

Mayor Plumer made a motion, seconded by Comm. Kiernan to approve the above appointments and Board of Health meeting date and time for 2021.

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

ADOPT RESOLUTION 2021-001 FOR BOARD OF HEALTH

Mayor Plumer made a motion, seconded by Comm. Kiernan to approve Resolution 2021-001

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

**RESOLUTION 2021-001 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,
BOARD OF HEALTH
RE: OPEN PUBLIC MEETINGS ACT**

WHEREAS, the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq) hereinafter the "Act" provides for the giving of an annual notice by public bodies of a schedule of the succeeding year, including the location of each meeting to the extent it is known, and the time and date of each meeting; and

WHEREAS, the Act authorizes a public body to make certain other determinations and to take certain other actions in conformance therewith;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Health of the Township of Alexandria, County of Hunterdon, State of New Jersey, as follows:

1. Regular meetings of the Board of Health shall be held during the 2021 calendar year at 7:30 p.m. prevailing time, on the second Wednesday of each month at the Alexandria Municipal Office, 242 Little York-Mt. Pleasant Road, Milford New Jersey, unless rescheduled in conformity with the said Act, provided that any such meetings which fall on a New Jersey legal holiday shall be rescheduled to the next regular business day at the same time and place.
2. In consideration of Executive Order No. 103, issued by Governor Murphy on March 9 ,2020, declaring a State of Emergency and a Public Health Emergency in the State of New Jersey, the Township of Alexandria does hereby notify the public that to protect the health, safety and welfare of our citizens while ensuring the continued functioning of government, the meeting of the Mayor and the Township Committee will be held electronically only in 2021 until the State of Emergency has been lifted by Governor Murphy.

Members of the public who wish to participate in a meeting may do so by calling 1-978-990-5000 followed by meeting number Access Code: 333891 at 7:30 PM.

Individuals calling into this number will be able to fully participate in the meeting, including providing public comment. *A non-public dial in number will be used if executive session is required.*

Pursuant to DCA regulations, members of the public are permitted to submit written public comments. The Township Committee in advance of the remote meeting shall allow public comments to be submitted to the Clerk by electronic mail and in written letter form by noon the day of the meeting to clerk@alexandrianj.gov if electronic mail or Township of Alexandria, Attn: Township Clerk, 242 Little York-Mt. Pleasant Road, Milford, NJ 08848 if in written letter as shall be established and posted on the website (www.alexandrianj.gov) in advance of the remote public meeting. Public comments submitted prior to the remote public meeting through electronic or regular mail shall be read aloud and addressed during the remote public meeting in a manner audible to all meeting participants and the public with a time limit of three minutes to be placed on the reading of written comments, which shall be read from their beginning until the time limit is reached.

3. Meetings will be advertised in one of the newspapers noted below , notices posted on the Alexandria Township Municipal Office front doors, and the Alexandria Township Website (www.alexandrianj.gov) at least forty-eight (48) hours prior to a meeting.

4. The following newspaper(s) are hereby designated as the newspapers to receive any and all notices required or permitted to be given under the Act including but not limited to the Annual Notice of regular meetings or any revision thereto, 48-hour notice of any special meeting and notice of any emergency meeting for which prior adequate notice was not provided:

a. The **Hunterdon County Democrat** is the official newspaper of this public body;
and

5. The following newspaper(s) is hereby designated as an alternate newspaper to receive any of the notices described in paragraph 2 above in the event that the newspaper designated in paragraph 2 shall be unavailable to receive or publish such notices within the time requirements of the Act due to weekly publishing schedules;

a. The **Star Ledger** which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.

b. The **Express Times** which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.

c. The **Trenton Times** which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act

d. The **Courier News** which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.

6. The following fees are hereby fixed to cover the costs of providing and mailing to a person requesting copies of any notice pursuant to Section 14 of the Act, which fees shall be prepaid by such persons:

OPEN PUBLIC MEETINGS ACT.

a. To receive by mail any one copy of any annual notice of regular meetings or revision thereto described in Section 13 of the Act, or any one 48 hour advance written notice described in Subsection 3-d of the Act of any regular, special or rescheduled or emergency meeting of this body, **the sum of .05 cents per copy (letter size) and .07 cents per copy (legal size)**

b. To receive written advance notice of all of the meetings of this public body within the time prescribed by Subsection 3-d of the Act up to and including December 31, 2020, the sum of .05 cents per copy (letter size) and .07 cents per copy (legal size)

7. This public body shall keep reasonably comprehensible minutes of all of its meetings showing the time and place, the members present, the subjects considered, the actions taken, the vote of each member, and any other information required to be shown in the minutes by law, which shall be promptly available to the public to the extent that making such matters public shall not be inconsistent with Section 7 of the Open Public Meetings Act. (R.S. 10:4-12).

a. The fee to receive by mail or in person, any one copy of any official minutes of any regular or special open meeting or any revision thereto shall be the sum of .05 cents per copy (letter size) and .07 cents per copy (legal size)

b. The fee to receive by mail or in person one copy of all the official minutes of all of the regular and special meetings of this public body shall be the sum of .05 cents per copy (letter size) and .07 cents per copy (legal size)

8. Copies of the attached Annual Notice shall be provided as follows:

a. Posted and maintained throughout the calendar year on the public bulletin board

at the Alexandria Township Municipal Offices.

b. Mailed or hand delivered to the newspaper designated in Paragraph 2 hereof.

c. Filed with the Clerk of the Municipality.

d. Mailed or hand delivered to any person so requesting in accordance with Paragraph 4 hereof.

MOTION TO ADJOURN

Comm. Kiernan made a motion, seconded by Mayor Plumer to adjourn the Board of Health Re-Organization meeting.

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

Meeting adjourned at 7:57 PM.

Respectfully submitted,

Michele Bobrowski, Secretary
Alexandria Township Board of Health

